

612005/31/05

Revised

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT
CLASSIFICATION SPECIFICATION

TITLE: **EXHIBITS DESIGNER**

DEFINITION

Under general supervision, to perform a variety of technical work in the design, fabrication, and installation of museum exhibits; and to do related work as required.

REPORTS TO: Museum Director

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Museum Director.

EXAMPLES OF DUTIES

Typical duties may include, but are not necessarily limited to, the following:

- Confer with curatorial and other resource personnel in the planning for and design of exhibits.
- Design details for exhibits, including the fabrication of interior elements, color schemes, and lighting.
- Design labels for exhibits, layouts for posters, brochures and other demonstration material; use silk screen and other methods to reproduce such materials.
- Build or provide design and supervision of crafts workers in the building of panels, cases, backgrounds, and stands for use in exhibits.
- Install or participate in the installation and maintenance of museum exhibits.
- Maintain stocks of materials, supplies, tools, and equipment for use in exhibit design, construction, and maintenance.

QUALIFICATIONS

Knowledge of:

- Methods, practices, techniques, tools, equipment, and materials of graphic arts and fine arts.
- Methods, techniques, tools, equipment, and materials of display lighting, carpentry, and sources of technical information.

Ability to:

- Prepare designs and layouts for displays and exhibits that effectively communicate an idea or theme to viewers.
- Work with crafts workers and other personnel in the development of exhibit cases and exhibit components.
- Work effectively with professional museum staff, other employees, and the public.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Three years of experience in design and applied graphic arts, preferably including museum experience.

Experience: Equivalent to the completion of the twelfth grade, vocational school, or an accredited college or university.

MEDICAL CATEGORY: Group 1

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Exhibits Designer

TO: